

SECRET

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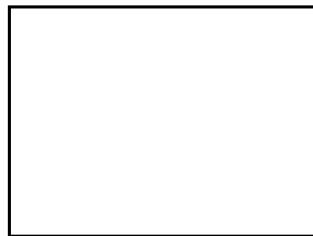
12 March 1971

MEMORANDUM FOR THE RECORD

SUBJECT: PPB Meeting on Reports Management

On 11 March 1971 the following met with []
[] in PPB on the Agency contribution to the OMB
request for an inventory and reduction of reports in
each agency.

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Gordon Stewart

PPB
PPB
DDS
DDS
DDI
DDP
DDS&T
IG
PPB

DDP reported they will meet goal to reduce the
number of reports being used.

DDP is changing Project review and approval
system. This will enable them to meet the goal. A
new report will be created on a Country Base Program.

[] reported no problems.

[] reported no problems.

[] reported DDS will meet goal. He
explained that there was a problem with the ADP costs.
He said DDS will not consider new reports added since
the inventory.

[] talked about the future of the Reports
Inventory Task Force. The points in [] memo
of 1 December 1970 were presented by [] He
saw no hope of a Reports Program Agencywide. He will
leave it to the Directorates to control their reports.
[] will recommend to the DCI to terminate the
Task Force when they complete their response to OMB.

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It was suggested that the data on reports collected in this inventory be put into the computer for an annual print out on reports in being. This was rejected because there is no plan for using such a list for corrective action.

Mr. Stewart requested some information on the number of reports being created and the number of copies being made of them. The PPB will accumulate and furnish that information for him.

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